

OFFICIAL MINUTES
McKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
26 NOVEMBER 2013 RESCHEDULED MEETING AGENDA
McKENZIE MUNICIPAL COMPLEX @ 4:30 PM

I. Call to Order: Dean Robb, Chair started meeting at 4:30 PM

II. Roll Call / Establishment of a Quorum

Quorum Present: Jill Holland, Mayor; Dean Robb, Chair Commissioners Ken Mitchum, Dr. Lisa Norris

Absent: Jessie Townes, Council Liaison; Garlon Prewitt, Secretary; Keith Priestley, Vice Chair;

Planning Staff: Shelton I. Merrell, Regional Planner Southwest Tennessee Development District

Other: Shelton Merrell, Steven Russell

Media: Banner: None; News Leader: None

III. Approval of November 26, 2013 Agenda

Motion by: Ken Mitchum Second by: Lisa Norris Passed: **YES**

IV. Reading and Approval of the October 24, 2013 Minutes

Motion by: Jill Holland Second by: Ken Mitchum Passed: **YES**

V. Mayor's Report by Mayor Jill Holland

Dragon-Fly Bakery will open this weekend, November 29, 2013.

T-Birds will open January 1, 2014.

Embroidery and Photo will be in former Choo Choo location.

There was no report for the Family Dollar Store Project.

The court case for Impressions was resolved with an acquittal.

Interviews for a Codes Officer have been conducted.

VI. Economic Development Report by Jennifer Waldrup

Report was included with Mayor's report.

VII. Old Business

A. Discussion of the Casey's General Stores Inc. Development Site Plan

Representatives of Casey's General Store Inc. submitted a site plan for a proposed gasoline station and convenient store on property located at the intersection of Forrest Avenue and Highland Drive (U.S. Highway 79). This property comprised of 1.6 +/- acres and was not situated within an established area of one percent (1%) chance of periodic flooding. The

property was owned by Mr. Nicky Joe Stafford and was also further described as Tax Parcel 020.00, Carroll County Tax Map 012L, Group "E". This site plan was tabled during the October Planning Commission meeting due to the lack of a landscaping and lighting plan.

The staff planner presented the following pertaining to the submitted site plan:

- 1) The site plan depicts a 4,223 square feet convenient store building with a proposed finished floor elevation of 487.12 feet;
- 2) It illustrates 11 regular and one (1) handicapped parking space;
- 3) There are six (6) employee parking spaces that are shown within the northern section of the property near the entrance via Forrest Avenue;
- 4) The proposed canopy area encompasses roughly 5,544 square feet. Underneath this area will be located six (6) gasoline dispensers;
- 5) There are three (3) existing lampposts that will be removed;
- 6) There are two (2) 35' wide access points illustrated;
- 7) Part of the proposed construction will take place over an existing undedicated street named "Henderson Drive";
- 8) The remainder of the undedicated road will serve as a 50' access easement for the existing business located on tax parcel 020.02, Carroll County tax map 012L, Group "E";
- 9) There is an existing 20' drainage easement located near Forrest Avenue close to its intersection with Highland Drive; and
- 10) The proposed dumpster enclosure will contain a 28' chain link fence with vinyl slats.

Staff has the following concerns regarding the proposed site plan submittal:

- 1) Besides grass, there is not any proposed vegetation illustrated for landscaping purposes.
- 2) The proposed lighting plan has not been provided.

Staff recommends:

- 1) Approval subject to the correction of the above concerns;
- 2) Keep Henderson Drive open to serve the existing Lee Anne Lowrance property, further described as tax parcel 020.02, Carroll County Tax Map 012L, Group E, solely; and
- 3) Staff also recommends a plat to be submitted pertaining to Henderson Drive

This agenda item was tabled due to the lack of the necessary information for approval from the developer. Chairman, Dean Robb, stated the developer's representatives were made aware of what is needed for approval and that he

was informed they would have their revisions and submissions made available for review five (5) working days prior to the December 12, 2013 meeting.

Approval at the October 26, 2013 MMRPC meeting was contingent on completion of all aspects of discussion and pending Casey's General Stores, Inc. and A Place Called Home Henderson Drive access details. Any easements or other negotiation details and the portion of Forrest Avenue that will become the new parking lot and US 79 must be platted and recorded.

Dean Robb, Chairman, will contact Brent Morgan of Urban Insights and Nancy Tjarks of Casey's General Stores, Inc to ensure timely completion of civil portion.

A. Topic: Discussion of Henderson Drive

The staff planner presented the following background information and recommendation: Mr. Nicky Joe Stafford proposed to close Henderson Drive, which was never platted. This road served the store located on the Lee Anne Lowrance property. The previous site plan depicted a portion of this road becoming a 50' wide access easement for the existing Lowrance property. The 911 Department wrote a letter stating the existing address for Mrs. Lowrance may be kept if the street were to become an easement. Staff planner recommends the Planning Commission to recommend that a plat be drawn to illustrate the portion of Henderson Drive that serves the Lowrance property as a dedicated public street. If the City does not have the desire to accept this portion of Henderson Drive as a public street, the second option would be to have a plat drawn illustrating Henderson Drive as a 50' easement serving the Lowrance property. However, a plat must be submitted regardless. This item was tabled to the December 12, 2013 meeting.

B. Review of the Steven Russell Re-Subdivision (Minor) Plat

Regarding property located on Paris Pike, Mr. Andrew Stokes, of Stokes Surveying LLC, submitted the minor plat on behalf of Mr. Steven Russell and Brittani Sisemore. The property was zoned R-1 (Low Density Residential) and comprised of 13,608 square feet or 0.30 of an acre. The property was not situated within an area of one percent (1%) chance of periodic flooding and was also further described as tax parcels 09.00 (Russell) & 10.00 (Sisemore), Carroll County tax map 11.

The staff planner presented the following pertaining to the submitted plat: The plat depicts 0.05 of an acre or 2,268 square feet being combined unto the rear of tax parcel 10.00 from tax parcel 09.00 belonging to Mr. Steven Russell. The plat meets the requirements within the McKenzie Municipal-Regional Subdivision Regulations and Zoning Ordinance. Staff recommends the approval of the Steven Russell Re-subdivision (Minor) Plat, subject to all certification

signatures being provided and the signatures of both respective property owners.

Motion by: Dr. Lisa Norris Second by: Jill Holland Passed: **YES**
The motion carried unanimously.

- C. Any other properly presented old business: **None**

VIII. New Business

- A. Topic: Update on Lulu Belle's Old Location on Cedar Street Combination Property (Retail & Office Space):

Chairman, Dean Robb, led a discussion of the store site for the purpose of public information. Bouldin Real Estate has been retained to sell the property. The Codes Officer has determined that the number of parking spaces will be based upon the new owner's desired use permitted within that particular zoning district and not grandfathered. Grandfather provisions are granted to an existing owner when warranted and are not transferred with a property.

In the event that the number of parking spaces is not in compliance, the new owner would have the option to request the McKenzie Board of Zoning Appeals for a parking spaces variance.

- B. Topic: Discussion of Working Sign Provision:

Regional Planner Merrill is in the process of revising the current sign ordinance provisions found within the Zoning Ordinance of McKenzie, Tennessee and has assigned a target date of June 30, 2014. The zoning committee recommended certain changes to the format and wording found within these provisions.

Mayor, Jill Holland, reminded all at the meeting that the McKenzie Historic Zoning Commission was also working on sign provisions for the Historic District. It was agreed to incorporate the McKenzie Historic Zoning Commission's draft proposal within the revised sign provisions. is in the review process of the sign ordinance

This topic is to be reviewed at each monthly MMRPC meeting until completed.

- C. Any other properly presented new business: **None**

IX. Other Business:

- A. Any properly presented other business: **None**
B. Meeting Dates: Agenda & Regular Meeting Schedule Dates

Agenda & Monthly Combined: Thursday, December 12, 2013 **2:30 PM**
(joint agenda workshop and a planning commission meeting).

Agenda Workshop Meeting: Thursday, January 9, 2014 at 2:30 PM

Regular Monthly: Thursday, January 23, 2014 at 4:30 P.M. **(Election of Officers)**

X. Adjournment:

The November 26, 2013 McKenzie Municipal-Regional Planning Commission meeting adjourned at 4:59 P.M.

Motion by: Ken Mitchum Second by: Dr. Lisa Norris; Passed: **YES:**
Time: 4:59 PM